



**City Council  
Regular Meeting  
Tuesday, May 17, 2005  
7:00 P.M.**

**The regularly scheduled meeting of the Trinity City Council was held on Tuesday, May 17, 2005 at the Trinity Memorial United Methodist Church.**

**MEMBERS PRESENT:** Mayor, Jimmy Shore; Council members Karen Bridges, Phil Brown, Bob Labonte, Barry Lambeth, Dwight Meredith, Edith Reddick, and Miles Talbert.

**MEMBERS ABSENT:** Council member Ewings was late, however was present at adjournment.

**OTHERS PRESENT:** City Manager Ann Bailie; City Attorney, Bob Wilhoit; City Planning/Zoning Code Enforcement Administrator, Adam Stumb; City Clerk/FO, Debbie Hinson; City Engineer Randy McNeill; Members of the Press; and other interested parties.

**ITEM 1. Call to Order**

Mayor Shore called the May 17, 2005 Regular Meeting of the Trinity City Council to order at 7:00 pm.

**Pledge of Allegiance**

Council member Brown led the Pledge of Allegiance.

**Invocation**

The invocation was given by Council member Lambeth.

**Welcome Guest and Visitors**

Mayor Shore welcomed and thanked all persons in attendance. After welcoming guest and visitors, Mayor Shore extended congratulations to City Manager Ann Bailie for her accomplishments in earning her master's degree.

**ITEM 2. Review and Approval of Minutes**

**1. April 12, 2005 Pre-agenda Meeting**

Mayor Shore called for corrections, additions, or deletions to the April 12, 2005 Pre-Agenda Minutes.

*Council member Bridges called for the following corrections to be made:*

*Pg4-#13 second line in second sentence- correct the spelling from "cities" to City's*

*Pg6-#paragrah following numbers 1-8—Correct wording in the second sentence to read: We also received a call in response to the newsletter regarding paving private roads.*

*With no other corrections, Council member Bridges made a motion to approve the minutes with the noted corrections. Council member Talbert seconded the motion. The motion and second were approved unanimously by all Council members present.*

**2. April 19, 2005 Regular City Council Meeting**

Mayor Shore called for corrections, additions, or deletions to the April 19, 2005 Regular City Council Meeting.

*With no corrections, Council member Bridges made a motion to approve the minutes as written. Council member Labonte seconded the motion. The motion and second were approved unanimously by all Council members present.*

### **Public Concerns and Commendations\***

Mayor Shore called for Public Concerns and Commendations

**John Coleman:** Mr. Coleman stated he was a member of the Tri-County Amateur Radio Club as well as the American Red Cross Disaster Team. Mr. Coleman advised Council he was here to request that Council allow his Club to set up at City Hall (outside) to do a 24 hour emergency preparedness drill to begin at 12:00 on June 25 and end on June 26 at 12:00. We will set up and use either a generator or battery for our power.

After a brief conversation, *Council member Lambeth made a motion to allow this request. Council member Brown seconded the motion. The motion and second were approved unanimously by all Council members present.*

### **Opening Comments from Members of Council**

NONE

### **Public Hearings\*\***

Prior to opening the Public Hearing Section, Mayor Shore reviewed the process for Public Hearings as indicated on the Agenda.

#### **ITEM 3. Special Use Permit request # SPU05-02 by Martha Stunda for a Reception House at 5655 Meadowbrook Rd., further identified as Randolph County tax parcel 7707681150.**

Mayor Shore opened the Public Hearing and asked Mr. Stumb, Planning Administrator to brief Council members on this item.

Mr. Stumb advised Council members the Special Use request is for a reception house at 5666 Meadowbrook Road. The conditions in the Zoning Ordinance are included in your packets. Mr. Stumb reviewed Items 12 and 13. These items were added prior to the Planning/Zoning meeting due to concerns about traffic and adding additional buildings.

**#12- No driveway access will be permitted along Merle Drive.**

**#13- The Special Use Permit will only include existing structures. New construction on this lot will require a separate Special Use Permit or an amendment to the current permit.**

The applicant had no desire to add a driveway or extra buildings. These were added due to concerns expressed by neighbors. The Site Plan included in your package gives an idea of what is currently on this property. There is more than adequate parking as well as overflow parking.

There was a brief discussion concerning the driveway concerns of the neighbors. Mr. Stumb advised Council there was no driveway on Merle Drive and the addition was added to address the concerns.

Mayor Shore opened the Public Hearing for those who wanted to speak in favor of this request. Hearing none, Mayor Shore called for anyone who wished to speak against the request. Hearing none, Mayor Shore called for the recommendation on this request from Mr. Stumb.

Mr. Stumb stated that he recommended approval. This meets all the requirements of the Zoning Ordinance. The extra conditions met the needs of the neighbors. This request was approved unanimously by the Planning/Zoning Board at their meeting.

Mayor Shore closed the Public Hearing and turned the item over to Council for discussion and or action.

Council member Talbert stated he felt this was a great addition for Trinity and provided a nice place for people to use for functions in the city.

Attorney Wilhoit asked Mr. Stumb to be sworn prior to his recommendation. After being sworn Mr. Stumb advised Council that staff recommended approval of the Special Use Permit based on the four (4) findings of facts as listed.

- a) that the use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;
- b) that the use or development complies with all required regulations and standards of this ordinance and with all other applicable regulations;
- c) that the use or development is located, designed, and proposed to be operated so as not to substantially injure the value adjoining or abutting property, or that the use or development is a public necessity; and
- d) that the use or development will be in harmony with the area in which it is to be located and conforms with the general plans for the land use and development of City of Trinity and its environs.

After Mr. Stumb reviewed (a-d) there was conversation between Attorney Wilhoit and Mr. Stumb concerning the compliance of this request with the City Ordinance based on the findings of facts as listed in (a-d). Mr. Stumb advised Council and Attorney Wilhoit that this request was in compliance with the City Ordinance as defined in the four (4) findings of fact as reviewed and listed.

*Council member Talbert made a motion to approve this request as recommended by the staff (a-d above). Council member Brown seconded the motion. The motion and second was approved unanimously.*

#### **ITEM 4. Text Amendments to Zoning Ordinance to Include Changes to the Procedures for Notification of Public Hearings.**

Mayor Shore opened the Public Hearing and asked Mr. Stumb, Planning Administrator to brief Council members on this item.

Mr. Stumb advised Council this item came about due to concern that was raised at the last two public hearings that not enough residents were being notified for Public Hearings concerning zoning changes. The procedure set in the Zoning Ordinance and State Statute state that notification shall be sent to all adjoining property owners no less than 10 days prior to the Public Hearing. Because this is State Statute the City can not go below these requirements however the City can impose higher standards.

The Planning/Zoning Board discussed some of the options at their last meeting as listed below. Increasing the number of residents notified in public hearing will increase the cost per rezoning request (see below).

Feet	cost	# of notices	total cost
Current	.37	28	\$10.36
100	.37	28	\$10.36
200	.37	33	\$12.21
300	.37	48	\$17.76
600	.37	87	\$32.19

**Figures based on provided map, cost may vary for each request.**

While there is an increased cost, mailed noticed are perhaps the most effective form of notification. Legal ads are rarely noticed and posted signs can often be missed. **The Board recommends approval of the 600 foot notification requirement.**

There was discussion between Council members and Mr. Stumb regarding the summary of information that was mailed to the adjoining property owners. Mr. Stumb advised members that the information mailed included information on the property that includes the current zoning of this property, the request for proposed rezoning of the property and if available the use of said property if rezoning is approved as well as a map of the proposed property. There was further discussion concerning if this notice would be mailed for Planning/Zoning Public Hearing as well as City Council Public Hearing. Mr. Stumb advised members that he was currently sending only one (1) notice to adjoining property owners, however, this notice includes dates and times for both meetings. If there are changes after the first notice then all persons are notified of the changes with any revised information needed.

Mayor Shore opened the Public Hearing to anyone who wished to speak in favor of the request. Hearing none, Mayor Shore opened the Public Hearing to anyone who wished to speak against the request. Hearing none, Mayor Shore called for staff recommendation.

Mr. Stumb discussed earlier conversation concerning the increased costs from the current \$10.36 to the proposed and recommended 600 feet at a cost of \$32.19. **Staff recommends increasing the notification requirement to 600 feet.**

Mayor Shore closed the Public Hearing and turned the item over to Council for discussion and or action.

*Council member Bridges made a motion to adopt the text amendment to read that we include property owners within 600 feet. Council member Lambeth seconded the motion. The motion and second were approved unanimously by all Council members present.*

#### **Unfinished Business**

None

#### **New Business**

##### **ITEM 5. Presentation of Proposed Budget for Fiscal Year 2005 – 2006 (Ann Bailie, City Manager)**

Mayor Shore opened this item and tuned further discussion and briefing of this item over to Manager Bailie.

Manager Bailie read the City Manager's Budget Message to Mayor Shore and Council members. After reading the Budget Message, Manager Bailie asked Council to review the information in the Proposed Budget and to contact her if more information was needed and to advise her if they felt that the Council as a group needed to get together for further review prior to the June meeting and adoption of the Budget. (The Proposed Budget is included as an attachment to these minutes.)

##### **ITEM 6. Consider Funding for the Following Agencies; a) Piedmont Triad Partnership (regional economic development). No specific amount requested.**

Mayor Shore opened this item and asked Manager Bailie to brief Council members.

Manager Bailie advised Council members this organization had contacted staff at City Hall and asked if the City would consider contribution to this organization. We explained the process and forwarded the application packet to them. This group acts as a Regionally Economic Development Group, whereas the Randolph County Economic Development Corporation is specific to Randolph County.

Mayor Shore called for comments from Council.

After discussion, it was the consensus of Council members that they would like for someone from this and other organizations to make a presentation to Council and be available for questions at the time the request is presented.

*Council member Brown made a motion to table this request until further information and presentation to the Council can be made with more specific requests and information by a representative of the Piedmont Triad Partnership. Council member Talbert seconded the motion. The motion and second were approved unanimously by all Council members present.*

##### **b) North Carolina City County Management Association (civic education). Requested amount: \$100 - \$500 (\$500 represents \$100/year for 5-year Fundraising Campaign for the Association's Civic Education Project.**

Mayor Shore opened this item and called for Manager Bailie to brief Council.

Manager Bailie advised Mayor Shore and Council members this request came in the form of a letter and that there was not a great deal of information on this item. This is the fifth year of a 5 year campaign to promote civic education which is primarily targeted to younger people. Manager Bailie advised Council that she had seen a slide show presentation at a prior meeting done by this group on this project that she felt was well done. Unfortunately there is no one here from this organization to speak.

Manager Bailie advised Council of the \$200.00 maximum recommendation by the Finance Officer if Council chooses to contribute to this request.

After comments from Manager Bailie, Mayor Shore opened this item to Council for discussion and or action.

Mayor Shore and Council members discussed their feelings concerning the presence of a representative from the organization being present and to address Council concerning their questions for the request.

***Council member Lambeth made a motion to table this request until further information and presentation to the Council can be made with more specific requests and information by a representative of the NC City and County Management Association. Council member Brown seconded the motion. The motion and second were approved unanimously by all Council members present.***

After the vote, Council and Manager Bailie discussed adding the desire that each organization have a representative attend the Council meeting to make the presentation requesting funding and to answer any questions the Mayor and Council may have concerning the use of the funds being requested.

**c) Randolph County Economic Develop Corporation Requested Amount:  
\$2,500 (same as last year).**

Mayor Shore opened this item for briefing.

Manager Bailie advised Council that Ms. Renfro had already given the Annual Report for this organization at an earlier meeting.

With no further discussion, ***Council member Brown made a motion to approve the request as presented. Council member Bridges seconded the motion. The motion and second was approved unanimously by all Council members present.***

**ITEM 7. Proposal to Develop Schematic Plan for City Hall Improvements  
(Randy McNeill, Davis-Martin-Powell)**

Mayor Shore opened this item and asked Mr. McNeill to brief Council.

Mr. McNeill discussed and advised Council that his firm had contacted an architect Mr. Martin Senell, a local Jamestown Architect and Planner that has assisted our firm over the years. Mr. Senell also has extensive experience in building renovations and expansions. We felt the first step was to review the current City Hall Building, and to develop some type of floor plan of the current building. The architect will develop some options for expansion of the building to meet the needs of the City. We would assist him by taking his plans for the building and seating for the building to develop the parking lot with the correct number of parking spaces to meet the current Ordinance of the city. We will also assist in the evaluation of the septic tank system that would be needed until public sewer becomes available.

That is the proposal before you tonight from our firm. We are recommending that we work by the hour not to exceed \$5,000.00. Mr. McNeill discussed the idea of relocating the existing driveway to the crest of the hill at the corner of the property.

There was discussion between Council members and Mr. McNeill concerning the type of plans that may be submitted. Mr. McNeill advised Council members this proposal would be based on options to add to the existing building as well as the possible addition of a free standing building. It will all really be based on the dollars needed to make each one work. This will allow us to start this process.

***Council member Talbert made a motion to approve the request as presented. Council member Meredith seconded the motion. The motion and second was approved unanimously by all Council members present.***

**ITEM 8. Proposal for Stormwater Mapping (Mr. McNeill)**

Mayor Shore opened this item and asked Mr. McNeill to brief Council.

Mr. McNeill discussed the PowerPoint previously viewed by Council concerning the Phase 2 Stormwater presentations. The city has submitted the application, however the State has not responded yet. Once the State responds to the application, the City will have 5 years to implement a fully operated stormwater utility. This is a small step but will give us something very useful not only to meet the stormwater regulations but will give us a planning tool to evaluate storm drainage problems and to segregate publicly owned storm drainage lines from privately owned storm drainage lines. Since the City only owns streets in Steeplegate Subdivision we recommend mapping the major stormwater piping systems throughout the subdivision that are larger than 24 inch diameter. This proposal will evaluate approximately ½ of the 500

structures located within Steeplegate. We are recommending that you take the first step in completing this in a way that it can be used to analyze the flow and capacity of the pipes. We will not only get a location of the pipes but an exact elevation of the pipe which requires a survey and a few more details. It will also qualify for Powell Bill expense since it is to be preformed on a storm drainage that belongs entirely to the City. This will start meeting some of the stormwater rules without dedication of ad Valorem taxes or other sources of general fund revenues. The cost for this proposal is \$16,000.00.

Council member Bridges asked how many approximate feet this was. Mr. McNeill stated he did not know the exact amount of footage. There is 5 to 6 miles of street on both sides of the street which would equal 12 miles, however, I believe it is 5 miles + of pipe with approximately ½ private and ½ public. Council member Talbert asked if this study would include requirements for the new developments in the City. Mr. McNeill stated this was strictly just a map of the system that was in place now. You will have records in new developments just as we have in Steeplegate. They will include what was planned. If we require some “as built” surveying to be done as developments are built we can build a data base of the information. This will prevent the city from going back to the plans each time. If we put some strength in the Ordinance and Subdivision Regulations that requires developers to retain a registered surveyor to provide the documented “as built” information this can be accomplished. It will add to development cost and will ultimately add costs to the lots and homes included in the subdivision. Some cities require this type of detail but most do not. Greensboro requires the sewer elevation be documented after the sewer is installed. I am not aware of any city that requires the developer to actually document the storm drainage elevation.

There was further discussion concerning this costs and how it could be incorporated in the future which would in turn minimize the costs to the city by gathering this information. Mr. McNeill discussed utility fees charged by many municipalities for storm water fees. This is something that Trinity will be faced with in the future. Some fees are charged by a flat rate and some by impervious surface. This is for maintenance costs only.

Mayor Shore, Council members, and Manager Bailie discussed how the city would partner with other municipalities to meet the requirements of the Stormwater Plan. Manager Bailie advised Council members that Mr. Stumb has been attending the meetings at the Council of Governments. They received a grant to implement stormwater education projects which are part of the requirements of this program. We are already a part of this. We haven’t done the television yet because we do not feel it is necessary at this point.

Mr. McNeill advised Mayor and Council members the 2 requirements that must be met at the end of the first year was the map and the other is the stiffer rules on erosion control in the watershed.

***Council member Talbert made a motion to approve the mapping. Council member Lambeth seconded the motion. The motion and second were approved unanimously by all Council members present.***

#### **ITEM 9. Schedule for Additional Street Lighting (Mr. McNeill)**

Mayor Shore opened this item and asked Mr. McNeill to brief Council.

Mr. McNeill advised Council members that the Utilities Committee investigated this item prior to making a recommendation to Council. Each member took a drive in their ward at night to locate the dark areas there. After some discussion they came back with the following list of improvements.

##### **1. Improve lighting at both interchanges including ramps.**

Mr. McNeill advised Council that he would initiate conversation with DOT to see what can transpire at these locations. These locations will require both State and Federal DOT permission. These lights would belong to DOT. We need to have a conversation with these entities and see what direction to proceed.

##### **2. Fairview Church Road and Ronniedale Road**

##### **3. Curves and dark areas along Turnpike and Mendenhall Roads.**

We will check with Duke Power to see if it is possible to light just the darker areas where curves or intersections exist instead of lighting the entire length of these roads.

Manager Bailie advised Mayor and Council members that the City did not currently have any requests for additional lighting pending with Duke Power and staff needed to know Council’s next priority. Is this something that you could vote on tonight or do you prefer to think about this and give an answer at next month’s meeting?

Mayor Shore and Council members discussed the list of recommendations given by the Utilities Committee and the fact that this list would take at least 1 year to be completed.

Manager Bailie discussed with Council members an e-mail she received from Duke Power concerning the redesign of some of some of their standard lighting due to the concerns of the public about light pollution. We will look into this option as well.

***Council member Bridges made a motion to accept the recommendations as listed (1-3) . Council member Meredith seconded the motion. The motion and second were approved unanimously by all Council members present.***

#### **Business from Mayor and Council**

##### **Mayor Shore**

**Resolution to County Commissioners requesting one (1) service provider (Guil-Rand) for the City of Trinity:** Mayor Shore, Council members, Manager Bailie, and Attorney Wilhoit discussed procedures required regarding the Resolution to be sent to the Randolph County Commissioners. Attorney Wilhoit advised Mayor Shore and Council members that the Resolution would be mailed to the County Commissioners who would look at the request and decide when this request would be added to their agenda. At that point they should notify the City of that date. After further discussion, Attorney Wilhoit advised Manager Bailie to call him on Wednesday for a conference call with Amy Scotton, (Attorney with Randolph County) to confirm the proper procedure.

There was discussion among Council members concerning review of the Proposed Resolution. After discussion, ***it was the consensus of Council that Manager Bailie presents the Draft Resolution to Council at their meeting in June for review prior to forwarding to the Randolph County Commissioners unless during conversations it was determined that the Commissioners required it prior to that date. If the Resolution is required prior to the next meeting of City Council then Manager Bailie is to contact each Council member and review the proposed Resolution prior to forwarding to the Randolph County Commissioners for their consideration.***

**Civil War Reenactment:** Mayor Shore discussed the civil war reenactment (location: Meadowbrook Road) that had been done for the past three (3) years at no cost to the City or its residents. This has been provided with personal finances. The only charge this year was for the Torch Light Tour at \$3.00 per person. The revenues received from this charge were paid to the vendor that supplied the cannon. This group has been recognized and a marker has been approved to be located at the gazebo at the old high school location. Every year there are bus tours across North Carolina, South Carolina, Georgia, and Virginia that tour where significant battles have taken place. General Hardee was one of the last generals to disband. There were 20,000 troops camped in the City of Trinity. Since this group has been recognized and approved to have a marker this could bring some recognition to the City.

I went to the reenactment event held this year on Saturday morning and Saturday afternoon. On Sunday I was informed there were between 1,500 and 2,000 people that attended. This group was started by Mr. Everett Trotter who was born and grew up here in Trinity. He has been funding this event from his personal earnings and spent over \$500.00 of his own money to make this possible this year. A representative of this group will be here at next month's meeting to discuss possible consideration of funding to continue this event in the future.

#### **Business from Council members**

None

#### **Business from City Manager**

None

#### **Adjournment**

Mayor Shore called for a motion to adjourn the May 17, 2005 Regular Meeting of the Trinity City Council.

***Council member Ewings made a motion to adjourn the May 17, 2005 meeting. Council member Meredith seconded the motion. The motion and second were approved unanimously by all Council members present.***